

*Committee Attendance:* Kelly Cameron, Michael Gelman, Jose Zegarra Holder, Treffaney Lowe, Mona Hall McKenzie, Grant Moy, Mike Reiter, Suzanne Weiss, Noreene Wells, Richard Wells and Ben Wu. Absent: Jay Boyar, Paul Goldberg, Bing Kung.  
*Cable Office Staff:* Mitsuko Herrera, Keith Watkins

### **Call to Order/Approval of Agenda/Minutes of October and November meetings**

- The annual holiday dinner preceded the meeting. All attendees introduced themselves.
- \$ The agenda was amended, a motion for approval by Suzanne passed unanimously.
- \$ Motions to approve October, and amended November, minutes were approved without dissent.

### **Old Business**

- \$ Cable Plan/PEG budgets will be included with the Cable Office report. Suzanne indicated that the proposed school budget had just been released adhering to the higher funding requirements of the Maryland Maintenance of Effort, rather than the current MoCo budget requirements.
- \$ Member recruitment: A CCAC vacancy announcement is currently posted for the remaining public committee seat. Kelly presented a proposed letter to the County Executive's office that requests a change be made to our quorum requirements. Grant made a motion that our request be to reduce the required quorum to a majority of the filled seats, but not less than 5, as previously discussed. The motion passed without dissent, and Kelly will revise and send the letter as soon as possible.

### **New Business**

- \$ 2010 Annual Report: We are required to present to the CE and the Council annually a report of our accomplishments and goals. Kelly asked if anyone wanted to prepare a draft, and Jose reminded the CCAC that we shared an online document last year. It was agreed to use a similar system. Discussion followed of some items to begin the report.
- \$ Meeting with County Executive: The County Executive has not yet released information on a meeting date with our committee. It is generally at the end of January, and we often use that date for the monthly CCAC meeting as well.
- \$ Keith presented Grant with a certificate for his service on the committee. Suzanne added that Grant had been instrumental in finalizing the CCAC consumer brochure on cable that the County Executive's office has circulated informing MoCo residents of their rights and remedies.

### **Cable Office Report**

*Keith Watkins Investigator*

- \$ Keith shared information from the complaint report from the Cable Office. Complaints continue to be steady, no particular new issue.

*Mitsuko Herrera, Cable Administrator*

- \$ Mitsi reiterated that the budget proposed for Montgomery County Public Schools would actually require a 4% increase in revenue, and accounts for 56% of the County budget costs.
- \$ Mitsi provided updates on working with the FCC and State Delegate Frick on permitting consumers to purchase equipment needed to receive cable services rather than rent from the providers, on legislation to expand use of some money designated for cable purchases to be applicable to the ongoing operation of the equipment purchased, on Fibernet installation for the remaining Elementary Schools and communities, on the budget cut process and analysis need to further reduce Cable costs by \$1.2 million, and highlights of how the Cable Office is continuing facilitating improved efficiency and shared resources.
- \$ The newly named Council Government Operations (GO) Committee, formerly MFP, will expand its focus. Cable franchise and customer service updates will be less frequent.

**Public Comments**

None presented.

**Adjourn** Meeting adjourned at 9:20pm.

Submitted by: Suzanne Weiss, CCAC Secretary